

Request for Part –Time Employee

TO: Joanne Guidroz
Director of Voter Registration

From: _____
Registrar of Voters

Date: _____

Parish

Name of part – time employee
requested: _____

☐ By checking the block I have confirmed that the requested part time employee is not engaged in political activity as prohibited by R.S. 18:62.

Check all that apply:

___ Previous employee of my office; number of years of employment _____.

___ New Hire (attach a completed Civil Service application)

State the work that is needed to be done by the
employee: _____

**Approved Civil Service schedule is available, and as follows. Check the period(s) you are requesting the part-time employee to work.
(Election date > Beginning one (1) week before close of books thru three (3) weeks after each election date; eight (8) hours per day)**

8/28/10 > 7/21/2010 thru 9/18/2010 ()

10/2/2010 > 8/25/2010 thru 10/23/2010 ()

11/2/2010 > 9/27/2010 thru 11/23/2010 ()